

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
September 19, 2022**

The Spring Grove Borough Council met for Regular Session on September 19, 2022. Vice President Peter Lombardi called the meeting to order at 7:00 pm.

BOROUGH COUNCIL PRESENT

Robert Whyland
Peter Lombardi
Phillip Klocek
Kevin March
Darrell Ledford

ALSO PRESENT:

Beverly Hilt, Mayor
Kim Hackett, Borough Manager
Scott Miller, Director of Community Development
Becky Magnani, Adm. Asst/Recording Secretary
Peter Ruth, Solicitor
Collin Fox, Scientist, ARRO

BOROUGH COUNCIL ABSENT:

Rebecca J. Stauffer
Kristina Morton

ALSO ABSENT:

Invocation and Pledge to the Flag

Visitors

Sergeant Joel Good, YCRPD
Bronson Ritenour, Boy Scout
Vaughn Rimel, Property Owner
Alissa Barshinger, Glatfelter Library
Matthew Coyne, Friendship Hose Fire Co.

Public Comment

Vaughn Rimel would like to donate a parcel of land to Spring Grove Borough. Council will discuss at the October meeting after Attorney Ruth researches the parcel.

Alissa Barshinger from Glatfelter Library reviewed services provided by Glatfelter Library to the residents of Spring Grove Borough as well as the York County Library System. She is requesting continued support through an allocation to Glatfelter Library for 2023.

Bronson Ritenour recently earned the rank of Life Scout and presented an idea for his Eagle Scout project to place trash receptacles as well as dog waste disposal bag dispensers in the Borough.

Andrew Shaffer, former Borough Manager, and current organizer of Smoke in the Grove delivered a power point presentation of the history of the festival as well as profit and loss figures from inception, including a balance sheet for the 2022 festival.

Meeting Minutes

Philip Klocek made a motion to approve the August 15, 2022 minutes with Robert Whyland providing a second. There was no discussion, and motion carried unanimously.

Treasurer's Report

Expenses totaling \$301,256.94 – Robert Whyland motioned to approve the August 2022 Treasurer's Report. Darrell Ledford provided a second. Motion passed unanimously. Manager Hackett informed the Council that a bond payment will be made next month.

Administrative Reports

President

Rebecca Stauffer was not present at the meeting and Vice President Lombardi had no remarks.

Mayor

Mayor Beverly Hilt opened the floor to Matt Coyne of Friendship Hose Fire Company. Mr. Coyne reported the Brent Auchey had bypass surgery and is recovering. He reviewed the call reports and stated that they responded to one call in the Borough. Reports will come out next month. Mr. Coyne also reported that there will be dinner at the fire company on Thursday.

Mayor Hilt asked Officer Good from York County Regional Police for follow up on the slashed tire/vandalism incident. She stated that she is very pleased with how discipline is handled within the department. Officer Good had no other updates to report.

Mayor Hilt reported that staffing is an issue at Spring Grove Ambulance. She said that the second ambulance does not have functioning air conditioning and that there are issues with the coroner van.

Engineering Report

Scientist Collin Fox reported that there will be action items to bring before Council under New Business. He provided updates on the following projects:

MS4

- ARRO continues to update the draft MS4 Annual Report. The 2021-2022 reporting period is done, so all activities for the reporting period have been completed.
- ARRO is providing a draft stormwater ordinance document based on the Model 2022 Ordinance, as required by the PA DEP. Members of Borough

Council, Borough Staff, and the public are welcome to review and comment on the proposed document.

- MCM 1 – Public Education and Outreach
 - ARRO has reviewed the Municipal website to ensure MS4 educational material availability.
- MCM 3 – Illicit Discharge Detection and Elimination
 - No illicit discharges reported from the public.

Development Plan Reviews

- 310 Greenwood Road:
 - At this time only administrative comments remain (i.e. record O&M agreement, pay stormwater facilities fee, pay stormwater maintenance fund).
- 571 Monocacy Trail:
 - At this time only administrative comments remain (i.e. record O&M agreement, pay stormwater facilities fee, pay stormwater maintenance fund).
- 532 Monocacy Trail:
 - At this time only administrative comments remain (i.e. record O&M agreement, pay stormwater facilities fee, pay stormwater maintenance fund).

North Loop Interceptor

- ARRO has received approval from the York County Conservation District for the erosion and sediment control and construction-phase stormwater work.
- Bids were opened on August 19th. Four bids have been received.
- The lowest qualified bidder was Wexcon, Inc. for the initial contract price of \$617,225.00. Two award recommendation letters have been provided to Spring Grove Borough.
 - The first is for the entirety of the Phase I of the project for the initial contract price of \$617,225.00.
 - The second is to improve a section of Phase I consisting of the section between MH-90 and MH-83 for the initial contract price of \$407,170.00.
 - ARRO is asking the Borough Council to review the two recommendation letters and award the lowest qualified bidder the contract for one of the two presented options.

GIS

- ARRO continues to provide as-needed GIS support to Borough office staff and public works/maintenance staff.
- The Borough's current balance for Public Notification System SMS notifications is \$28.81 (started with \$100.00 initially in 2021). ARRO suggested we replenish the account sometime in Q3/Q4 of 2022.

Community Park - Phase 3

- The project is currently on-hold while building permit comments are being addressed by Romtec. Testing is also being done for acceptance of excavated landfill materials to be transported off-site to a DEP approved landfill site.
- Water and Sanitary sewer service laterals have been installed to new building location, while building foundation excavation has been started.
- Pay Application No.1 has been received by Shiloh Paving & Excavating for \$76,123.26. The Application has been reviewed and recommendation for payment has been provided for the amount submitted.

Code Enforcement

- Director Scott Miller is executing all Code Enforcement work. His monthly report is included in the packet.

Solicitor

Attorney Ruth presented the Stormwater Management Ordinance, which aligns with DEP's model ordinance. This will be voted on under Old Business.

Solicitor Ruth discussed a new tax law applying to anyone who has purchased a home within the last year. These homeowners may not be charged interest on delinquent tax bills within a 12-month period if they have not received a tax bill. Attorney Ruth prepared a resolution so the Borough can satisfy the obligations of this law and this will be voted on under New Business.

Zoning & Code Enforcement

A list of Zoning permits was included with the packet.

Dunkin' Donuts is hoping to open by the end of September.

Recreation

Mayor Hilt reported that the group met to discuss the YMCA/SGRPRC collaboration. Looking forward, we will no longer have an Intergovernmental Agreement. Per capita fees will support YMCA discounts for residents of participating municipalities and ensure that municipalities have support pursuing grants. SGRPRC will remain a separate division of the YMCA. Kate King will be available to continue municipalities with grant writing and other services. There will no longer be a board specific to SGRPRC; only a YMCA Spring Grove Branch board. This collaboration will bring benefits to the residents of the borough because of the sliding scale of payments for services such as childcare and memberships.

Committee Reports

None at this time.

New Business

A. Council to approve contract for inspection services with Commonwealth Code effective September 20, 2022: Philip Klocek made a motion to approve with Kevin March providing a second; the motion carried unanimously.

B. Council to consider approval of Act 57 resolution regarding delinquent taxes: Darrell Ledford made a motion to approve with Peter Lombardi providing a second; the motion carried unanimously.

C. Council to consider approval of change order for Borough Park Project in the amount of \$11,431.92 for soil removal: Philip Klocek made a motion to approve with Peter Lombardi providing a second; the motion carried unanimously.

D. Council to consider approval of application for payment number 1 for Community Park in the amount of \$76,123.26 payable to Shiloh Paving & Excavating, Inc: Robert Whyland made a motion to approve with Darrell Ledford providing a second; the motion carried unanimously.

E. Discussion of North Loop Interceptor bids and project options (actually discussed during the Engineering Report).

F. Council to consider approval of bid award for North Loop Interceptor in the amount of \$617,225 to Wexcon for the entirety of Phase 1 of the project: Robert Whyland made a motion to approve with Darrell Ledford providing a second; the motion carried unanimously. {Note from the Recording Secretary – this was actually discussed under the Engineering Report and voted on under New Business.}

G. Council to consider approval of adding Scott Miller as an interim signatory on the following Borough banking accounts: ACNB, PSDLAF, and all Glatco Credit Union accounts: Peter Lombardi made a motion to approve with Darrell Ledford providing a second; the motion carried unanimously.

H. Council to consider approval of a handicap parking space at 47 S. East Street: Philip Klocek made a motion to approve with Kevin March providing a second; the motion carried unanimously.

I. Council to approve resignation of Kim Hackett: Peter Lombardi made a motion to approve with Philip Klocek providing a second; the motion carried unanimously.

J. Council to consider approval of retaining Kim Hackett on as needed part time basis under current hourly rate based on salary and on Borough payroll at the approval of the

President and/or Vice President of Council: Robert Whyland made a motion to approve with Peter Lombardi providing a second; the motion carried unanimously.

K. Council to consider approval of new interim office hours as of September 26, 2022 (Monday/Wednesday/Friday 9am to noon; Tuesday/Thursday 1pm to 4:30pm the office will be open): Philip Klocek made a motion to approve with Darrell Ledford providing a second. Robert Whyland opposed but the motion carried.

L. Council to consider approval of a part time administrative staff member for 15 – 20 hours per week: table to October meeting.

M. Council to approve replacement of Borough Manager, Kim Hackett, as the FEMA Contact. Robert Whyland volunteered to be the replacement. Philip Klocek made a motion to approve with Peter Lombardi providing a second; the motion carried unanimously.

N. Council to consider approval of Professional Services Agreement for ARRO Engineering as needed during the months of October – December for management services at the approval of the President and/or Vice-President of Council: Robert Whyland made a motion to approve with Kevin March providing a second; the motion carried unanimously.

Old Business

A. Council discussion on how to proceed with insurance quote from Keller Brown: to be re-visit prior to 2023 policy renewal.

B. Council to consider approval of Borough Ordinance 2022-4 (as advertised August 31, 2022 for approval at this meeting) to enact a revised and restated Stormwater Management Ordinance: Peter Lombardi made a motion to approve with Robert Whyland providing a second; the motion carried unanimously.

C. Council to approve land lease for 65 S Main Street and authorize execution by President Rebecca Stauffer: Philip Klocek made a motion to approve with Darrell Ledford providing a second; the motion carried unanimously.

Correspondence and other business

A. Borough of Spring Grove – date for Trick or Treat – will be October 31 from 6pm to 8pm.

B. Pumpkin Trail – Flyer and Information included from Spring Grove Recs & Park

C. Halloween parade update – There will not be a Halloween parade this year due to lack of volunteers to plan and execute the event in such a short period of time. It will be considered again next year.

The Council Members went into Executive Session to discuss Personnel business and Contract discussion at 9:19pm.

The Council returned from Executive Session at 9:30pm and Peter Lombardi made a motion to adjourn the meeting. Darrell Ledford seconded the motion which passed unanimously. The meeting adjourned at 9:31 PM.

The next meeting is scheduled for October 17, 2022 at 6:00 pm at the Borough building.

{Note from the Recording Secretary: October meeting schedule is as follows:
October meetings will be held on the 3rd and 4th Mondays and the 4th Wednesday
at 6:00 PM.}

Respectfully Submitted,

Becky Magnani
Recording Secretary